FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information

**Permit No:** F00052480 **Type of Permit:** FILMING **Release Date:** 05/24/2012

**Production Company** NEW YORK FILM ACADEMY

**Insured Company Name** NEW YORK FILM ACADEMY

Contact Phone No. 1 818-733-2600
Contact Phone No. 2 212-674-4300
Fax
Address 100 UNIVERSAL CITY PLAZA, BUILDING 9218, SUITE 179
LOS ANGELES, California 91608

**Production Title** THE SECRET

**Type of Production** Student

**Producer** Po-Chin Chang

**Director** Po-Chin Chang

**1st AD** Jae Park

**Production Manager** Mai Leung

**FilmL.A. Coordinator** Naomi Kajiyama

**Location Manager** Po-Chin Chang
Primary Phone Mobile - 909-896-8090
Secondary Phone Office - 818-733-2600

**Location Assistant** n/a n/a
Primary Phone Mobile - n/a
Secondary Phone

### Fees

FILMLA STUDENT PERMIT FEE SIMPLE $25.00

**Total Permit Fee** $25.00

**Number of Locations** 4

NOT A PERMIT

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## Summary Information — Location



**Permit Number** F00052480
**Production Company** NEW YORK FILM ACADEMY
**Insured Company** NEW YORK FILM ACADEMY
**Production Title** THE SECRET

**Location Manager** Po-Chin Chang
Primary Phone Mobile - 909-896-8090
Secondary Phone Office - 818-733-2600

**Location Address** Ashwood Av., Venice Blvd - Lucille Av, Los Angeles, CA, 90066

**Location Type** Street

**Film Dates** 5/26/2012 - 5/26/2012 09:00 - 18:00 1 day

**Open or Closed to the Public** Open

**Generic Conditions**
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity
No interference with vehicular or pedestrian traffic

**Equipment on Location**

| Type | Quantity |
|---|---|
| Camera cars | 5 |
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 3 |
| Crew | 10 |

**Filming Activities** Equipment on sidewalk only.; Exterior Dialogue; Exterior establishing shots; Walk and talk;

**Jurisdiction** **Political:** Los Angeles City - Council District 11 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 672 **Grid:**

**Approvals** LOS ANGELES POLICE DEPARTMENT Mark Buck

**Coordinator Note**
Must obtain a separate permit with Caltrans for activities and equipment/vehicle placement on State freeways/highways
Must yield to production companies
No stopping/setting up/parking in front of merchants without prior approval
May not interfere with other production companies or special events
No activities/equipment/vehicles within 300' of residents prior to 0900 hrs or after 2200 hrs on weekends
No blocking of exits/entrances/driveways
No cabling or light setups
May not compromise fire/emergency protection systems without presence of UFSO

**Parking**

**Base Camp**
Location Type : Other Location
3761 Ashwood Ave, Los Angeles, CA, 90066

**Crew Parking**
Location Type : Other Location
3761 Ashwood Ave, Los Angeles, CA, 90066

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## Summary Information — Location



**Permit Number** F00052480
**Production Company** NEW YORK FILM ACADEMY
**Insured Company** NEW YORK FILM ACADEMY
**Production Title** THE SECRET

**Location Manager** Po-Chin Chang
Primary Phone Mobile - 909-896-8090
Secondary Phone Office - 818-733-2600

**Location Address** Hollywood Blvd., N Highland Ave - N Orange Dr, Hollywood, CA 90028

**Location Type** Street

**Film Dates** 5/26/2012 - 5/26/2012 07:30 - 17:00 1 day

**Open or Closed to the Public** Open

**Generic Conditions**
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity
No interference with vehicular or pedestrian traffic

**Equipment on Location**

| Type | Quantity |
|---|---|
| Camera cars | 5 |
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 3 |
| Crew | 10 |

**Filming Activities** Equipment on sidewalk only.; Exterior Dialogue; Exterior establishing shots; Walk and talk;

**Jurisdiction** **Political:** Los Angeles City - Council District 13 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 593 **Grid:**

**Approvals** LOS ANGELES POLICE DEPARTMENT Mark Buck

**Coordinator Note**
Must obtain a separate permit with Caltrans for activities and equipment/vehicle placement on State freeways/highways
Must yield to production companies
No stopping/setting up/parking in front of merchants without prior approval
May not interfere with other production companies or special events
No activities/equipment/vehicles within 300' of residents prior to 0900 hrs or after 2200 hrs on weekends
No blocking of exits/entrances/driveways
No cabling or light setups
May not compromise fire/emergency protection systems without presence of UFSO

**Parking**

**Base Camp**
Location Type : Filming Location
**Parking Notes**
Private lot

**Crew Parking**
Location Type : Filming Location

NO PERMIT

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## Summary Information — Location



**Permit Number** F00052480
**Production Company** NEW YORK FILM ACADEMY
**Insured Company** NEW YORK FILM ACADEMY
**Production Title** THE SECRET

**Location Manager** Po-Chin Chang
Primary Phone Mobile - 909-896-8090
Secondary Phone Office - 818-733-2600

**Location Address** 6300 Balboa Blvd, Los Angeles, CA, 91316

**Location Name** ANTHONY C. BEILENSON PARK

**Location Type** Park

**Location Description** ANTHONY C. BEILENSON PARK - ALSO KNOWN AS LAKE BALBOA

**Film Dates** 5/29/2012 - 5/29/2012 08:00 - 18:00 1 day

**Open or Closed to the Public** Open

**Generic Conditions**
Must comply with attached Rec & Park Conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity
No interference with vehicular or pedestrian traffic

**Please see attached document** NYFA.TheSecret.52480.BALBOA.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Camera cars | 5 |
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 3 |
| Crew | 10 |

**Filming Activities** Equipment on property; Exterior Dialogue; Exterior establishing shots; Walk and talk;

**Jurisdiction** **Political:** Los Angeles City - Council District 12 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 531 **Grid:** E7

**Approvals** LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE — ReyRonald Pineda
LOS ANGELES POLICE DEPARTMENT — Mark Buck

**Coordinator Note** FILMING AT LAKE BALBOA AND OVERFLOW LOT
No park monitor required

**Coordinator Note** Shoot date of 5/24 canceled per P Chang 5/24

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00052480 | **Location Manager** | Po-Chin Chang |
| **Production Company** | NEW YORK FILM ACADEMY | Primary Phone | Mobile - 909-896-8090 |
| **Insured Company** | NEW YORK FILM ACADEMY | Secondary Phone | Office - 818-733-2600 |
| **Production Title** | THE SECRET | | |

**Location Address** 3761 Ashwood Ave, Los Angeles, CA, 90066

**Location Type** Private Residence

**Film Dates** 5/26/2012 - 5/26/2012 09:00 - 18:00 1 day

**Open or Closed to the Public** Closed

**Generic Conditions**
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity
No interference with vehicular or pedestrian traffic

**Equipment on Location**

| Type | Quantity |
|---|---|
| Camera cars | 5 |
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 3 |
| Crew | 10 |

**Filming Activities** Equipment on sidewalk only.; Exterior Dialogue; Exterior establishing shots; Walk and talk;

**Jurisdiction** **Political:** Los Angeles City - Council District 11 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 672 **Grid:** B4

**Approvals** LOS ANGELES POLICE DEPARTMENT Mark Buck

**Parking**

**Base Camp**
Location Type : Filming Location

**Parking Notes**
Private lot

**Crew Parking**
Location Type : Filming Location

NO PERMIT

Permit #F00052480

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

# Film Production Guidelines

**Failure to comply with these conditions will be in violation of your film permit and may result in revocation of permit.**

Welcome to the City of Los Angeles, Department of Recreation and Parks. In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

## LAKE BALBOA AND OVERFLOW LOT

- **OK to film at Lake Balboa – west side of the lake - on 04/24 and 04/29.**
- **MUST be a cast and crew size of 14 and under. If students are found to exceed the amount of 14 members of cast and crew on site, Rangers are allowed to shut down production immediately due to lack of Park Film Monitor on site.**
- **Students are NOT allowed to have a generator on site. IF generator is found on site, Rangers will have the authority to shut down production immediately due to lack of Park Film Monitor on site.**
- **Must park all vehicles legally in the parking lot. May not park along dirt shoulder of the road.**
- **Must maintain access to the dumpsters.**
- **Must not close off the parking lot, must allow cars to be able to drive through at all times.**
- **MUST hand carry/cart all equipment to site.**
- **NO heavy equipment allowed on the grass at all times.**
- **OK to film talent near walking and bike path.**
- **MUST stay clear of walking and bike path at all times.**
- **OK to do two minute pedestrian control while cameras are rolling.**
- **MUST allow patrons to pass access areas while cameras are not rolling.**
- **NOT allowed on the dock at all times.**
- **MUST stay clear of all service roads.**
- **NO parking allowed on service roads.**
- **NOT allowed to perform driving shots at the park at all times.**
- **Must work around park patrons, maintenance and park activities.**
- **May not have any persons or equipment enter the water at any time for any reason.**
- **NO vehicles allowed on grass at all times.**
- **DOES NOT have exclusive use of the park and parking lot.**
- **NOT allowed to close off access areas to the park.**

NOT A PERMIT

- **MUST not block pedestrian walkway at the southwest side of Lake Balboa.**
- **Pedestrians have the right of way at all times.**
- **Cannot alter the landscape area of the park.**
- **Company is responsible for their own trash.**
- **Company must leave area clean once all initial filming is done at the park.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Nudity is prohibited and not allowed in any Recreation and Parks facility.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

NOT A PERMIT

## F-52480
## NEW YORK FILM ACADEMY – THE SECRET (LAKE BALBOA AND OVERFLOW LOT)